

Acting Chief, Supply Operations Branch

24 May 1954

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Meeting Relative to Procurement of Permanent Type File Folders

1. Resultant decision, based on subject meeting attended by representatives of Supply Division, Procurement Division, Records Management and a local representative of [REDACTED]

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[REDACTED] was to procure, for stock, the following item: "Folder, file, 17 point Kraft, square cut, prepunched with slot type punch in the 1st and 3rd positions, with "C" type 1 1/2" linen expansion gusset".

2. The cost of the above item is \$18.75 per "C" for the folders, plus .65 per "C" for each position punched or a total cost of \$20.05 per "C".

3. It was determined that a quantity of 5000 each be ordered as an initial quantity for stock and based on subsequent issue experience, adequate stock levels will be established.

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LO/SD/SM/DCE:ms

Distribution:

Orig. & 1 - Addressee

1 - PD ([REDACTED])

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1 - Records Management

1 - SM

*This requestion to be held up
see note may 27 ~~7~~ ~~8~~*